Technology Decision Checklist for Learning and Engagement

Use this checklist to think about creating activities for delivery in different settings, then to observe activities for fidelity of implementation. Also see the "modes and facilitation diagram" on the next page for some examples.

Check all that apply:

Location Mode: ❑ Fully online ❑ Fully in person ❑ Hybrid/Blended

Schedule Mode: ❑ Synchronous ❑ Asynchronous

Group size: ❑ 1:1 ❑ Small ❑ Large

Content: ❑ Learner selected ❑ Facilitator selected

Facilitator role: ❑ Active ❑ On demand ❑ None

Learner role: ❑ Learn ❑ Practice ❑ Explore ❑ Collaborate ❑ Create

❑ Other_____

Source(s) of feedback to learner: ❑ Automated ❑ Facilitator ❑ Peers

What we'll assess:

Student level: ❑ Task progress ❑ Content/skills mastery ❑ Other: _____

Program level: ❑ Activity design ❑ Learner support ❑ Other: _____

Tip: Before revising an existing activity for delivery in a hybrid or virtual setting, use the checklist to observe the in-person version. Pay attention to which parts of the activity happen in each mode. Note when students have success working independently, either alone or in small groups, to identify parts of an activity that might transfer well to a different setting. Doing this will give you good jumping-off points for creating the revised activity.

Remember: More practice with virtual technologies will build your comfort level. Soon, you won't need to stop and think about modes and settings. That's when you'll know you've gained the virtual edge!

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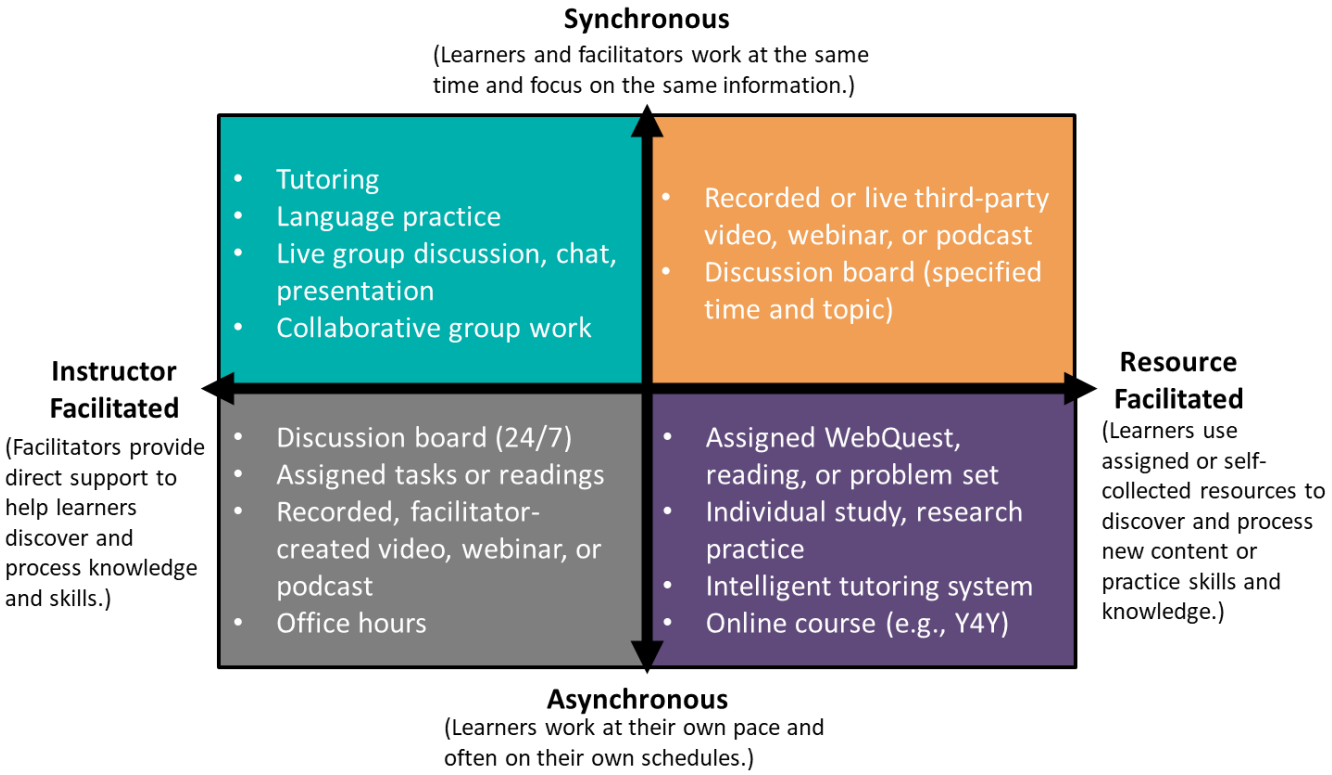
Modes and Facilitation Diagram

This diagram shows examples of how out-of-school time programs can take advantage of virtual technologies and settings to engage students, staff, families and partners in a range of program management and learning activities.



Note: Based on work by Goodell and Kessler (2020) in *The Science of Remote Learning*. Examples have been adapted for K-12 out-of-school time programs. For more information, see https://openlearning.mit.edu/mit-faculty/residential-digital-innovations/science-remote-learning.